

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, February 22, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

Attendance: Dee Coppola, Vice-Chair; Walt Draper, Treasurer; Brent Stenman; & Rick Smith.

Staff: Mike Walton, Executive Director.

Absent: Emily Parsons, Chair; Teresa Osinski; & Jim Heins.

1. **Call to Order.** A quorum being present, Vice-Chair Dee Coppola called the meeting to order at 6:34 PM.
2. **Meeting Minutes** – Minutes from the Regular Meeting of the 26th of January were distributed electronically before the meeting and were submitted by the ED.

Rick Smith moved to accept the Minutes of December 7th as submitted. Brent Stenman seconded the motion and the Motion was unanimously approved.

3. **Finance Reports**

- A. **January Report** – Reflecting November retail sales, the January revenue of \$78.7K was down from the previous year (-6%) and did not cover the monthly debt service, as January is one of the two months (July being the other) where we have a second debt service charge of \$6.6K. Expenses were about normal, resulting in a slight overall decrease in cash position by about (\$12K) to almost \$870K.
- B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate report for 2010 and the 2010 operating budget of approximately \$134K.budget.
- C. **Current Invoices** – The Blanket Voucher request of \$5,270.29 was submitted to the Chair for review and summarization for the Board members - the largest items were \$2500 to Parks for the Table tennis tourney EF Grant; \$800 for a left-over 2009 EF grant to Olympic HS; and \$636.50 for legal services with the Socius Group.

Brent Stenman moved that the blanket voucher in the amount of \$5,270.29 be approved for payment. Walt Draper seconded and the motion was passed unanimously.

4. **Report on Regional Projects:**

- A. **Kitsap Fairgrounds and Event Center** – no one present from Parks for the report.
 1. **Gordon field:** Martha & the Parks staff have put RFQ out to bid for a landscape architect to prepare a plan for the whole Gordon Field area, not just the one field. Cost estimated at <\$220K and estimated completion date is still unknown, but Steering Committee was scheduled to select the RFQ winner.
 2. **Video/Audio Project** – The project has been referred to the County purchasing dept for specifications to be developed and a bid to be let for the project. Date for release still unknown.
 3. Upcoming Roller Derby tournament looks like will be a success, 19 teams have signed up to participate and early returns are \$10,000 in receipts so far.

B. **North Kitsap Regional Event Center** – No activity this month.

5. **Executive Director's Report:** (A written report was submitted to the Board.)
No notable activities this month.

6. **Ongoing Business:** none

7. **New Business:** none
8. **Public Comment** none
9. **Announcements:** none

Next Regular Meeting of the Board is Monday, Feb 22nd, 2010, 6:30 pm, Eagles Nest.

Meeting adjourned at 7:06 pm,